

COUNTY OF SAN DIEGO DEPARTMENT OF PARKS AND RECREATION POLICY AND PROCEDURE MEMORANDUM	POLICY NUMBER C-25 1 Page
TITLE: Group Camping Reservations	Date issued/revised: 09/01/04 Authorized by: Renée Bahl, Director Signature: <i>Renée Bahl</i>

IT IS THE POLICY of the Department of Parks and Recreation that the Director shall establish special camping packages and discount rates for groups of 10 or more units.

PROCEDURE:

1.0 RESERVATIONS

- 1.1 Group organizers may reserve a minimum of 10 campsites up to one year in advance of their stay.
- 1.2 The maximum number of campsites available will vary with facility.
- 1.3 Other County Discounts cannot be applied to this package.
- 1.4 Reservations are made through the Department Reservation Desk

2.0 REFUNDS

- 2.1 A Reservation fee of \$5.00 will be charged for reserving 10 to 20 sites. There will be an additional reservation charge of \$1.00 per site after the initial 20 reservations are made. The fee for all sites will be collected at the time the reservation is made. Extra vehicle and pet fees along with, when applicable and available, pavilion and/or kitchen facilities for one full day during the reservation period are included in the reservation at no additional charge.
- 2.2 Sites may be cancelled prior to reservation date, but the group must remain at a minimum of 10 sites to qualify for this special program. There will be an additional \$5 fee charged for any site changes.
- 2.3 Refunds and cancellations are made in accordance with Policy and Procedures C-15 Camping Reservations.
- 2.4 Only 1 transfer or reschedule maybe made per group reservation.
- 2.5 All other Department rules and regulations apply.

